



**Minutes of the
ALAMEDA FREE LIBRARY BOARD MEETING
October 14, 2009**

The regular meeting of the Alameda Free Library Board was called to order at 6:11 p.m.

ROLL CALL

Present: Mike Hartigan, President
Karen Butter, Vice President
Gail Wetzork, Board Member

Absent: None

Staff: Jane Chisaki, Library Director
Marsha Merrick, Recording Secretary

CONSENT CALENDAR

An asterisk indicates items so accepted or approved on the Consent Calendar.

- A. *Report from the Library Director Highlighting Activities for October 2009. Accepted.
- B. *Draft Minutes of the Regular Library Board Meeting of September 9, 2009. Approved.
- C. *Library Services Report for the Month of August 2009. Accepted.
- D. *Financial Report Reflecting FY10 Expenditures by Fund for September 2009. Accepted.
- E. *Bills for Ratification for the Month of September 2009. Approved.

President Hartigan asked why there were zero dollars budgeted for General Office Supplies. Director Chisaki explained that all categories with a zero budget are being supported by money from our Memorial Fund. Because the City is not providing the dollars from the General Fund, it will always appear that there are zero dollars available. Hartigan also noted the Electricity expenditures are already at 91%; that is money encumbered but not yet spent. He also questioned why we have two separate telephone charges. Chisaki explained that one is actually to pay for telephone usage, and the other is for the City-wide phone system that all Departments share payment of.

The Library has changed audiobook vendors, so statistics are way down. There are still bugs being worked out, and new titles are slowly being added to the collection. Circulation is up, but doorcounts are down; Director Chisaki can find no real reason or explanation for this.

President Hartigan asked for a motion to approve the Consent Calendar as presented. Member Wetzork so moved; Vice President Butter seconded the motion which carried by a 3-0 vote.

ORAL COMMUNICATIONS, NON-AGENDA (Public Comment)

Li Volin was present and expressed to the Board how much she and her grandchildren had enjoyed the Library's summer programming. She had also attended the first "Live @ the Library" concert in September, and thought it had turned out to be a huge success.

UNFINISHED BUSINESS

A. Neighborhood Library Improvement Project (G. Wetzork)

The NLIP team selected the green color palette for the Bay Farm Island branch; the West End branch will have cork flooring, and new lighting schemes were also decided upon. The next NLIP meeting will be on November 4. A representative from Noll & Tam, Project Manager Laurie Kozisek and City Engineer, Barbara Hawkins will all be in attendance at the November 12 Library Board meeting to give an overview of the project. Color palette boards will be brought in to give a better idea of the true colors; a list of add and delete alternatives will be presented, and the team will be ready to address any areas of concern from the Board. The team will go back to the City Council after January 1; they are already aware that the project timeline has slipped due to the disagreement over fees.

NEW BUSINESS

A. Library Board Packet Electronic Delivery Option (J. Chisaki)

Director Chisaki asked the Board if they would be in favor of receiving their packets via e-mail. The one issue of concern with this delivery option is that if a problem occurred down the line, their e-mail accounts might be subject to review, meaning everything would be under scrutiny, not just the information sent to them relating to Library Board business. The members asked if they could be provided with City e-mail addresses they would use for board business only, and Chisaki advised that she would check into it. A few other concerns were discussed and Chisaki indicated she would talk to the City Attorney for guidance. Overall, the Board was receptive to the idea and will give it further consideration when they get additional information.

B. Alameda Free Library Foundation (J. Chisaki)

The first "Live @ the Library" event was a smashing success, and a raffle and silent auction will be added for the remaining two concerts. The second concert is close to sold out, and over half the tickets for the third concert have already been purchased.

C. Friends of the Alameda Free Library (M. Lambert)

The Friends Book Sale is on for the following weekend, October 16, 17 and 18, and Marc Lambert expects it to be a bigger success than ever due to the East Bay Express review calling it the "Best Book Sale in the Bay Area".

Director Chisaki informed the Board that library staff members will attend the Friends meeting on October 19 to ask for next year's program funding, and the Friends have a formal budget.

Nominations for Friends officers are as follows: Kris Matarrese, President, Cindy Silva, Vice President and John Quick continuing as Treasurer. They are still looking for a Secretary. Voting will take place at the November meeting.

D. Patron Suggestions/Comments (Speak-Outs) and Library Director's Response

None.

LIBRARY BOARD COMMUNICATIONS

None.

DIRECTOR'S COMMENTS

The Friends offer early entry for teachers to purchase books at their sale. As part of what the Interim City Manager calls the "School Linkages" program, the Children's Department invites every 1st grade class to come for a tour of the Library, calling it the "First Grade, First Card" program.

The solar panel application was approved and Alameda Municipal Power will hear soon on when we will receive the funding for that.

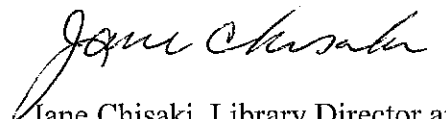
The Mayor nominated one person for the Library Board, and it is hoped there will be an additional nomination made at the next meeting. Chisaki is urging the ICM to speak to the Mayor on this issue.

The Library held its first all day staff meeting on October 12 and it went very well. Staff member Li Volin gave it a thumbs up review.

ADJOURNMENT

President Hartigan asked for a motion to adjourn the meeting at 7:10 p.m. Vice President Butter so moved; Member Wetzork seconded the motion which carried by a 3-0 vote.

Respectfully submitted,



Jane Chisaki, Library Director and
Secretary to the Alameda Free Library Board